

# STATEMENT BY THE PRINCIPAL

Yesterday, I received from the task force appointed on November 6 their report and recommendations regarding the situation which arose as a result of the publication of a cartoon in *The Paper* of November 3. These recommendations include a statement of the conditions under which *The Paper* can resume publication, conditions which have to be accepted individually by members of the Executive Council of the Evening Students' Association. I enclosed these recommendations and forwarded them to the ESA. The acceptance of the conditions is now in my possession, and I have therefore authorized *The Paper* to resume publication.

Essentially the conditions make it clear that the ESA is responsible for any paper which it publishes, and the editor

of *The Paper* cannot, himself, be a member of the governing body of the ESA. Also, while the ESA will allow the editor proper freedom of expression and debate, it is clearly stated that no ESA paper can carry material that expresses bias or prejudice based on race, colour, creed or ethnic origin. I believe that these provisions will ensure proper accountability in the future should there be any recurrence of an event such as the task force investigated. However, as the task force has stated, no rule or regulation can offer prior guarantees for the acts or opinions of individuals. We can only establish the controls and procedures to ensure accountability.

In addition, the task force has recommended the establishment of a broader body to develop effective policies re-

garding the publication or distribution of publications at Sir George Williams, and has set out suggestions for the mandate of that body. I also endorse this proposal.

In these circumstances, and after receiving legal advice, I have decided that the University will not lay charges under the Code of Student Behaviour in relation to the publication of the cartoon in *The Paper*. I believe that the action taken to ensure the accountability of the ESA, and the resultant reorganization of its journalistic structure by the ESA, most effectively answer the concerns expressed by the University community.

J.W. O'Brien

November 18, 1969

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SGWU  
SIR GEORGE WILLIAMS UNIVERSITY  
ESCA  
EVENING STUDENTS' ASSOCIATION  
EPA

## TASK FORCE REPORTS

On November 6 you named the three undersigned members of the SGWU community to receive and consider any ESA recommendations for the resolution of the problem arising from the Evening Students' Association and *The Paper*, as revealed by the situation arising out of the publication of the cartoon in *The Paper* of November 3. During the past ten days we have held five meetings to this end, have met with representatives of the ESA, and have studied various proposals they made to us.

In preparing this report and its appendices, we have paid particular attention not only to the responsibilities of the University in this matter, but also to its authority over organizations and activities that can be considered to come under its aegis. Article 8 of the Charter sets out the powers of the Board of Governors as follows:

"The Board of Governors of the corporation and their successors in office shall, subject to the provisions of this act and insofar as the By-laws of the corporation may provide, administer the affairs of the corporation in all things... and may from time to time enact, repeal and amend By-laws, rules and regulations of the corporation for the management, administration and good government of the corporation and of its property of every kind and description..."

Section III of Article V of the By-laws gives the following description of the rights of the Board:

"The Board shall have full control of any organization within, or in connection with, the University. The Officers of the Board shall be members *ex officio* of such organization, the rules and regulations of such organization shall be subject to the approval of the Board, which shall have power to overrule any action of any such organization which is deemed to be detrimental to the work and purposes of the University."

We have also considered the "agreement to publish" signed in August 1969 by Bill O'Mahony for the Evening Students' Association and Wayne Gray for *The Paper*. It is not within our mandate to pass judgment on the legal quality of this contractual agreement, but we recommend to you that it cannot be accepted by the Board of Governors as a continuing statement of the relationship of the ESA and *The Paper* at

Sir George Williams University.

Instead we recommend that the members of the Executive Council of the ESA individually sign their acceptance of the document attached as Appendix I, setting out the responsibility of the ESA for *The Paper* or any other publication that it issues, and its authority over such a publication. The Executive Council of the ESA is of course responsible in turn for its actions to the evening students who elect it. It also operates within the Charter and By-laws of the University; in other words, it is subject to the powers of the Board of Governors as stated above.

In your statement of November 3, you wrote that: "I wish to reiterate that under no circumstances will Sir George Williams University tolerate the practice of racism." We believe that the entry into effect of the provisions of this document will ensure proper accountability for any offensive action such as the publication of racist material. No rule or regulation can offer prior guarantees for the acts or opinions of individuals; they can only lay down controls and procedures for accountability.

We recommend that once the members of the Executive Council of the ESA have signed their acceptance of these provisions, *The Paper* should be permitted to resume publication at Sir George Williams University.

Article 8 of the provisions states that: "A publication published by the ESA shall not carry any material that expresses bias or prejudice based upon race, colour, creed or ethnic origin." We recommend further that a body broader than our own task force be established to develop effective policies regarding the publication or distribution of publications within the University, and that Article 8 or its equivalent become one of these policies. However, the requirement clearly encompasses more than dealing with this single, though important, matter. In Appendix II we have set out for your consideration a number of matters which we believe should be included in the mandate of such a body.

Our investigations also lead us to suggest the need for careful study of one further aspect of the University structure. We recommend that the University generally examine its relationships with all organizations that function within the University community or have a con-

tractual relationship with University-based bodies, as well as their relationships with one another.

In conclusion, we believe that if the structures and relationships within which Sir George Williams operates are properly clarified and established, any problems that arise within the University in future can be handled in a manner more in keeping with an academic community than was the case in the matter we have now investigated.

Clair Callaghan  
Magnus Flynn  
Michael Sheldon

November 17, 1969

### APPENDIX I

Conditions for the publication of *The Paper* at Sir George Williams University - to be signed annually and individually by the members of the Executive Council of the Evening Students' Association.

1. The ESA shall act as publisher of any newspaper or other publication published under its auspices, and accept full responsibility for the contents.
2. The editor of any newspaper or other publication published under the auspices of the ESA at Sir George Williams University shall be appointed by the Executive Council, and shall be subject to suspension or dismissal by the Executive Council.
3. The President of the ESA or his designated representative, who will not be a member of the staff of an ESA publication, has the responsibility to review all editorial content of such a publication before it is distributed to the University.
4. The President of the ESA shall have the authority to prohibit distribution of any edition of such a publication at Sir George Williams University or remove it from circulation. He will immediately provide a written explanation of any such action to the editor of the publication in question.
5. The editor of any newspaper or other publication of the ESA shall not be a member of the Executive Council of the ESA.
6. The finances and advertising of such a publication shall be the responsibility of the publisher, and the editor will have no share in this control.
7. The Executive Council of the ESA

will recognize the editor's right to freedom of expression and debate so long as he maintains an unbiased presentation of the news. Such freedom of expression and debate may relate to the actions or attitude of any individual or body operating within the University.

8. A publication published by the ESA shall not carry any material that expresses bias or prejudice based upon race, colour, creed or ethnic origin.
9. The Executive Council of the ESA will establish a consultative body composed of knowledgeable persons from inside or outside the Sir George Williams community to which it will refer any conflict with the editor of an ESA publication that may arise as a result of it taking action under paragraph 1 or paragraph 3, should the editor require this.

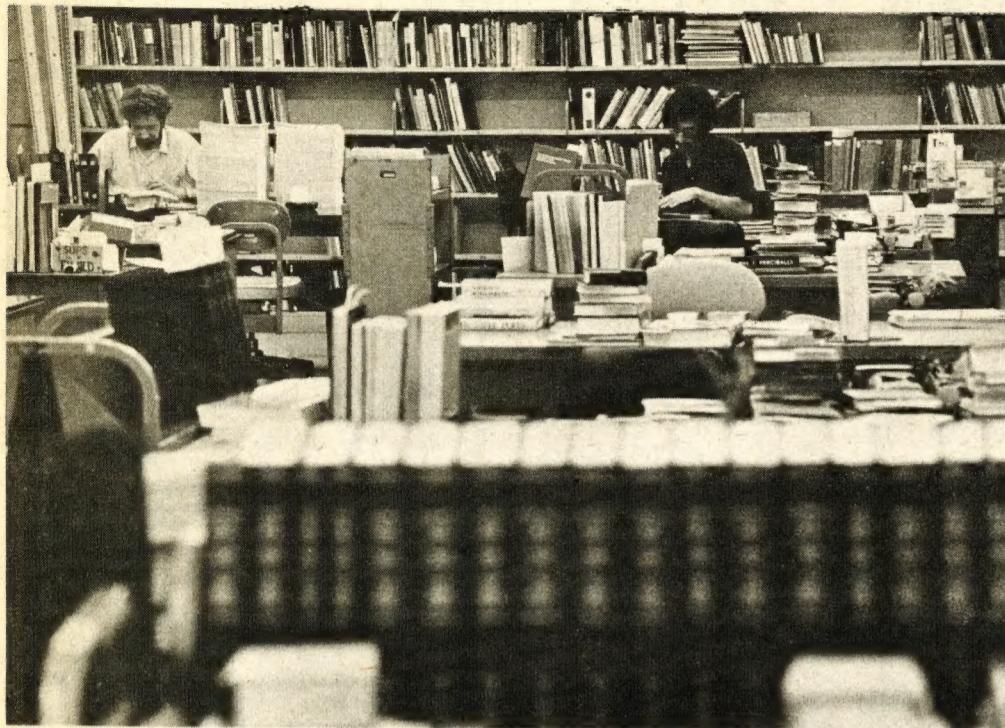
### APPENDIX II

Suggested mandate for a body to develop effective policies regarding the publication or distribution of publications within Sir George Williams University

1. The status and purpose of newspapers and other publications published or distributed within the University community.
2. The responsibility and authority of student associations and other bodies for publications published or distributed under their auspices at the University.
3. Definition of editorial freedom and responsibility.
4. The control of material offensive to the University community by reason of bias or prejudice associated with race, colour, creed or ethnic origin.
5. Identification of material that should be treated as confidential in the interest of the University community.
6. Means of affirming the voice of University opinion with regard to University publications, e.g., establishment of a University Publications Board.

The body carrying out this mandate should represent all sectors of the University community.

# THE LIBRARY — GROWING SERVICE



The book-buying budget of the SGWU library this year is \$1,339,000; like other budgets it is a good deal less than we applied for. While it is enabling us to develop and improve the library in a number of ways, certain highly desirable expenditures have had to be sacrificed, notably the ordering of multiple copies of books that are in big demand.

If you use the rough rule that an evening student equals 40 per cent of a day student in library requirement, you have a figure of \$134 expenditure per student, which is below the Canadian average. For instance at York the figure is \$392, Dalhousie \$356, Simon Fraser \$265, Carleton \$246, Laval \$195, McGill \$184. And the need to expand is particularly important with a comparatively new library such as our own. It's generally estimated, Helen Howard, the Librarian, says, that established libraries should grow at 10 per cent a year, new ones much faster. Our rate is about 10 per cent.

Another way of looking at the situation is the size of the library in relation to the student body. We have at present about 270,000 volumes, that is 27 volumes per equivalent student. This includes periodicals, material on microfilm, etc. The Canadian Library Association recommends an average of 75 volumes. But ours is an active Library with few, if any, dead books left over from the distant past. A massive reclassification was completed last May.

#### More staff needed

But the Library is still a considerable operation. The full-time staff at present numbers 117, of whom 28 are professional librarians. Remarkably that this staff is "stretched terribly thin," Helen Howard states that she needs another 20 people for efficient operation of the present collection. But the line has been held in order to allow the maximum allocation to buying new books within the present budget.

In addition, a large number of students do part-time work in the Library, as many as 100 at one time. A file of the names of interested students with their free hours is kept in the Librarian's office; there is naturally a particular interest in those who have previous library experience. The main problem is to get enough part-time help when exams are coming closer.

Another basic problem of the Library is space. More space has been made available this year in the Norris Building for the Main Library; as a result the stacks have been opened to third and fourth year students, enabling them to pick books according to content and not just title. An enlarged graduate study room is being opened. But attempts to obtain space for a major expansion of the Science and Engineering Library in the Hall Building have come up against classroom requirements.

#### Burst at the seams by 1974

In general, with a bit of expansion here and a bit there, Helen Howard feels the Library will not actually burst at the seams until 1974, but it will be a tight squeeze, and the present premises certainly limit service and efficiency. Since it takes a good three years to plan and construct a new library, planning for the future has become a matter of urgency, and this is being conveyed to the government.

The growth of graduate programs adds to the pressure for more books and facilities. While no graduate program has been held up because of lack of library facilities—books can be borrowed and



University Librarian Helen Howard

arrangements made for graduate students to use other libraries — nobody would deny that the collection is weak in certain disciplines.

One area where a particular effort is being made to make up for weaknesses is the purchase of back numbers of periodicals and government documents. We have very few periodicals from before 1965. So far as possible these are now bought on microfilm or microfiche since this is more economical, and we have seven microform readers in operation. The staff keep a particular eye out for any disposal of government and similar documents. Last spring they learnt that DBS was cleaning out a basement of accumulated statistics, and a SGWU representative made a hurried and successful trip to Ottawa.

#### Borrowings increase

So far as loans are concerned, we borrowed 1370 books last year from other libraries and lent 863, many of them to business libraries in the city. There was an increase of 60 percent in borrowing over the previous year, and initial figures for this year seem to show as sustained an increase again. Also, a system is being set up for a regular library exchange between the nine Quebec university campuses and the Ottawa libraries, and this should foster a greater and more efficient interchange. At SGWU, Telex is being installed in connection with it. Doctoral

students and faculty have access to the stacks at the McGill Library.

The Library book-buying budget is divided equally between departmental requirements and general purchases. The general purchases include books that overlap departmental interest, replacements, back numbers of periodicals, reference works, etc. In the past, departments used to be responsible entirely for their own ordering, but more and more the librarians have taken a hand in preparing orders. Each public service librarian has been allocated a particular area of interest, which may cover one or more departments, and works closely with the library coordinators—faculty members named by the departments. Four times a year the librarians report on the state of their area of responsibility, picking out weaknesses, and these reports are used to push the slower departments into commitment. Final orders for the year have to be in by February, since money not spent by the end of May cannot be held over for the following year.

The formula used to divide the available money between departments is based on enrolment and the average cost of books in a particular discipline. Adjustments are made for the greater needs of graduate programs. The Librarian then works out a total allocation which she submits to the University Library Committee. This consists of a representative from each Faculty, as well as from the Students' Association and the Evening Students' Association, together with Jim McBride, Assistant Vice-Principal, Academic, and Helen Howard.

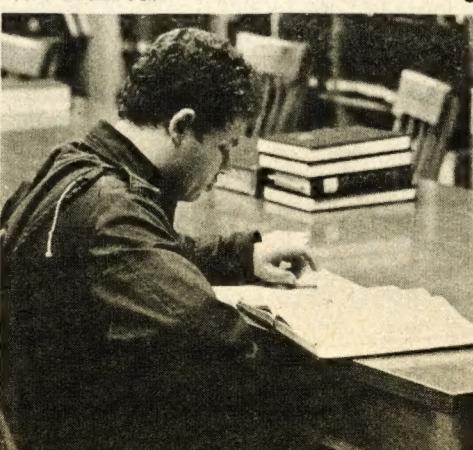
#### Loan periods are flexible

One continual problem for the library staff is to ensure that books are kept on the most suitable loan period. This is normally two weeks, but it can be reduced to seven days, three days, three hours or reading room only according to demand. A check is kept on student requests that cannot be filled, and if these begin to build up, the loan period is reduced. Faculty members can also arrange to have books put on the reserve list. Usually this works smoothly, but to quote Marjorie Goodfellow, Assistant Librarian, Public Services, "students sometimes don't use books as much as the professor thinks." And every effort is made to keep the reserve list down to a minimum.

Overdue fines are an unfortunate necessity, designed, the Library staff insists, to keep books in circulation, not to raise money. But it's amazing how much fines of 25 cents or 50 cents a day can amount to. At present the take is running at about \$650 a month.

One major change to be introduced shortly is that the Main Library will be open on Sundays from 10 a.m. to 6 p.m., starting Sunday, November 23.

And the last word from the library staff is: "Please use the suggestion boxes." They are going to be brightened up and made more accessible. Suggestions should include comment on any aspect of the service as well as ideas for purchases. Last year 61 new titles were proposed through the suggestion boxes, and 42 of them were ordered.



Come to t



Head of Reference Joy Andison

"The other day I had a fourth year student come in and discover for the first time that we had a periodicals index. That's incredible," Joy Andison, Refer-

## What happened

About twenty students attended the first open meeting of Governors held on Thursday, November 13.

It was agreed unanimously by the Board that the report, edited to delete the policy in the first part of the decentralization of Arts and the centralization of the other faculties, should serve as the basis for further Loyola

The Principal announced that he expected a final task force on the relationship between the ES and the near future (see page 1).

Allan Hilton, student of the Board, raised the question of the lease of the names of those involved in various withdrawal of charges by the Administrator of the & Events. Dr. O'Brien commented that such action was agreed upon by the Board that the assumption that the way the Code operated to the University community. "We do not operate in a rubber fashion." Provision for the right of the accused to a hearing in camera cannot be construed as a right to a private hearing. The Administrator of Codes was, however, to the Principal until other clear-cut practices were established. Dr. O'Brien did not make such quasi-political decisions as the names involved in charges on his own authority.

Mr. Hilton asked the secretary of the Board to explain the disapproval of the publication of the names involved in his own behalf and that of Messrs. Lazare, and Zweig. He also suggested that there should be by which charges that were "frivolous and without merit" be dismissed. Dr. O'Brien said this was a matter for the Committee.

The Board also discussed a resolution authorizing the University's name by the Sir George Williams University Association University Centre Incorporated. Such a resolution was required before the body could become an action required before it could purchase the building for the students' union. The union would provide recreation for students, might require a liquor permit for vending, would not use the building for "stores or boutiques." A resolution about the residual authority of the University, the resolution was referred for action to the Committee of the Board.

In a related discussion Mr. Hilton asked Dr. Smola that the University did not permit the operation of business on its premises. Dr. Smola said that it assisted students and did not displace legal or transient attitude was adopted. In other cases, there were now being investigated.

# ICES ON A TIGHT BUDGET

## *the Reference Room for Service*

ence Librarian said. "People just don't know the kind of service that you can—and should—except from your library." Too often, she went on, students receive a reading list and just stick to it, not trying to find out what useful related reading is available. But they can certainly find out in the reference room, where the specialized bibliographies, reference books, indexes to periodicals and theses are kept. And the librarians there are trained to help students dig out sources of information on practically any subject. Nancy Kubesh, orientation librarian who has come to SGWU from the University of Toronto, says that the reference materials available here measure up well to what was available to her at U of T.

The reference room staff, doubled this year, are anxious to help in every way they can. And students are finding their way to the reference room in increasing numbers. In one day last week the staff answered the questions of 118 students. Some are regulars, finding the service of continual help in their studies, others come in to track down information on a specific but elusive subject.

"I had a student in who was looking for material on the Jews in India and was sure we wouldn't have anything, but I was able to show him four articles in periodicals," Joy Andison gave as an example.

A special effort is being made to build up the French-Canadian section, and Documents Librarian Louise Carpentier provides assistance in dealing with French if it is needed.

Nancy Kubesh has the special job of encouraging members of faculty to bring groups of students to the Library to get better acquainted with both the people there and the services they offer. Commerce, Education and Political Science students have already visited on explanatory tours. During a typical day she will find herself working in the Science and Engineering Library preparing an invitation to seminars on the use of the Library, arranging displays there of Fine Arts students' work, preparing a package of material for graduate students on the services available to them, and developing new signs for the two libraries.

## What students say about the Library

Perhaps the strongest critic of the Library is former evening student Brian Cahill who, as head librarian of Roxboro Public Library, is deluged with requests from Sir George students who can't find what they're looking for in the University collection.

"Even taking present constraints into account," Cahill said, "the Library is not doing enough for the undergraduate student. The Library can secure any book published through the inter-library loan system, if it wanted to, either by going as far as the National Library in Ottawa or the Library of Congress in Washington." He accused Library staff of being partial to graduate students and said that this was particularly unsatisfactory as Sir George is, for all intents and purposes, an undergraduate university.

Cahill also blamed faculty who assigned research papers on short notice, giving the Library little chance of finding some of the more obscure titles required for the assignment.

Evening student Ginny Jones complained about Library hours. The former Columbia University student said that even at universities where there are no evening students, the libraries are usually open till midnight. "It seems a bit much that evening students work night and day and on top of that try to squeeze in their library work on Saturdays," she said. The new Sunday hours, she felt, were a welcome move.

Students' Association president Bill Schwartz said he rarely found anything he wanted in the reference section and was usually forced to buy much of his reference material. "But," he said, "we don't have the facilities. It's a money problem like everything else. There are more important things for the government



to do like build parking lots at the University of Montreal instead of library buildings," he said.

Schwartz did suggest that the study rooms be smaller and partitioned off. "I can never work there—every noise distracts you," he said. Another complaint that the SA president brought up was that much of the available research material is out of date.

Schwartz said that he didn't like to see students having to sit on the floor to do their work because of the space shortage in study halls and he said it was unfortunate that the Library didn't have open stacks. "However," he concluded, "I do think that the Library is offering as good a service as possible under the present circumstances."

Most students want to see book depositories placed in the Hall Building but one Library committee member said that the expense involved would make this prohibitive. Another point where the majority of students agree is that the periodical section is generally pretty good, if a little behind in maintaining current material.

Faculty members say that they have to be very selective in making up book lists because of Library shortages and much of the time they suggest that students group together in buying books to reduce costs.

The most surprising comment comes up on the subject of fines. Students agree that they should be maintained to protect what few books the University has. •

## ed at the B of G and UCSL

meeting of the Board of Governors. Et had made a motion to

the Savage-Despland et paragraph referring to the realization of other Faculty negotiations with

a final report from the ESA and *The Paper*

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Smola for an affirm operation of private that if such an activity legal operations, a tolerance there was a contrary to have got out of hand

At its meeting of November 18, University Council on Student Life passed a motion recommending that the Principal establish a committee to review and recommend effective policies regarding the publication or distribution of publications within the University (as per Appendix II of the task force's report in this issue). They also asked that findings be referred back to them before implementation.

ESA Acting President Ross Miles' motion prompted a heated debate. Professor H.J. McQueen visualized a "censorship committee." SA President Bill Schwartz took it one step further, saying, "This looks like the House Un-American Activities Committee." Allan Hilton stressed that the SA already exercises full authority over and responsibility for *The Georgian*. Professor Stephen Scheinberg called Appendix II "a curious document which presumes that a bureaucratic solution can be found whenever a conflict situation arises on campus. New procedures," he said, "very often create new problems."

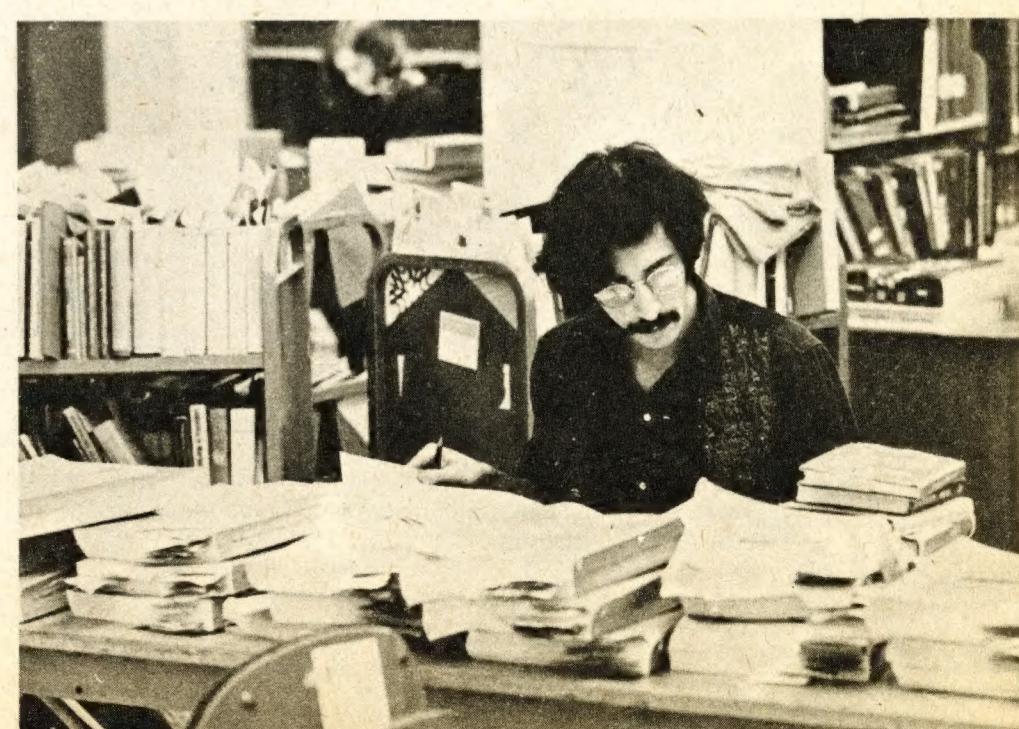
Dean of Engineering Clair Callaghan, Governor John Hannan and Ross Miles spoke for a totally representative committee to at least evaluate the six points of the Appendix II mandate and come up with general guidelines. Professor R. Wills suggested that article 13 of the Code of Student Behaviour might be just a joke without teeth behind it.

The motion was passed by a vote of 7-5-2.

Dean of Students Magnus Flynn submitted a preliminary budget for student services. This will be discussed further at the Council's all-day conference November 29, at which time it sets priorities in the student services' area. Also under review then will be job functions in the Dean of Students office.

Allan Hilton suggested that important University decisions be made more readily available; Bill Schwartz saw *Issues & Events* and internal TV as ineffective in communicating to students. These views will be forwarded to the Communications Committee.

The Council will ask Commerce and Science Faculties to name additional faculty members as representatives to the Hearing Committee (an appeal body under the Code of Student Behaviour). Dr. John Smola will be asked to give the priority order of his list of administrative representatives and to reconsider the suitability of J.A. Sproule because of his position as Director of Guidance.



# THE WEEK AT SGWU

Send notices and photos of coming events to the Information Office, room 211 of the Norris Building, or phone 879-2867. Deadline for submission is noon Monday for the following week's events.

## MONDAY 24

"CAN YOUALL HEAR AT THE BACK?" A show on the graduate program on University channel 9 at 10, 11 a.m., 1, 3 and 6 p.m. Monday through Friday.

CHANNEL 4: "Communications and Education" - a series of videotaped lectures by Prof. Charles Siepmann, N.Y.U.; this week "Censorship and obscenity" at 10, 10:30, 11 a.m., 2 and 2:30 p.m. through Friday on classroom monitors.

TV SIR GEORGE. The series "Info H-405" with Glen Cole of the department of Physical Education discussing the athletics program; University channel 9 today 5:30 to 6 p.m. Tuesday and Wednesday 1:15 to 1:45 p.m., Thursday 8 to 8:30 p.m.

GALLERY I and WEISSMAN GALLERY: Carl Schaefer retrospective through December 13.

GALLERY II: Studio 27 graphics through November 29.

WINTER CARNIVAL: Nominations now open for Carnival queen (winner gets a trip to Acapulco); applications at SA offices through December 9.

CANADIAN SOCIETY FOR SOCIAL RESPONSIBILITY IN SCIENCE: Guest speaker Prof. J. Gordin Kaplan of the University of Ottawa in H-937 at 8:30 p.m.

SOCIETY FOR EXPERIMENTALOGICAL MYSTICISM: Astrologer John Manolesco speaks in H-1070 at 8:30 p.m.

C.U.S.O: All kinds of educational books needed by students in developing nations; bookbox for donations on mezzanine of Hall Building through Friday.

## TUESDAY 25

GEORGIAN FILM SOCIETY: Start of a Buck Rogers serial with Buster Crabbe (yes, Buster Crabbe); also a selection of shorts of the period; 1:15 to 2:15 p.m. in H-110 for 25c.

HISTORY DEPARTMENT: Prof. David Jones of Memorial University, Newfoundland, talks on "Pre-reform in Imperial Russia — 1800-1855" in room H-635 at 8:30 p.m.

TV SIR GEORGE: "Folkways" — a series with not-so-well-known folksingers and some insight into their music; this week John Foley today 5:30 - 6 p.m., Wednesday 8-8:30 p.m., Thursday 5:30 - 6 p.m., Friday 8 - 8:30 p.m.

## WEDNESDAY 26

S.G.W. INVESTMENTS: Dinner meeting at La Cantina, 1426 Stanley, at 6:30 p.m. with guest speaker John Meyer, managing editor of The Gazette; tickets in N-025-4.

## THURSDAY 27

CONSERVATORY OF CINEMATOGRAPHIC ART: "Vampyr" (C. Dreyer, 1931) with a lecture by Raymond Rohauer of the New York Cultural Centre in H-110 at 8:30 p.m.; 50c for students, 75c for the public.

GEORGIAN FILM SOCIETY: Buck Rogers serial shows outer-space as it might have been in H-110 at 1:15 to 2:15 p.m. (also Tuesday).

ACTION POLLUTION SEMINAR: Christian de Laet, secretary of the Council of Resource Ministers, speaks in H-420 at 8 p.m.

SOCIOLOGY-ANTHROPOLOGY SOCIETY: Panel on "Sex Roles in the Nuclear Family" with McGill prof Marlene Dixon, SGWU's Taylor Buckner, S. Ciffin and Jack Hopkins in H-635 at 4 p.m.

## FRIDAY 28

UNIVERSITY COUNCIL: Meeting in H-769 at 2 p.m.

GEORGIAN FILM SOCIETY: "Rachel, Rachel" with Joanne Woodward at 7 and 9:30 p.m. in H-110; 75c.

## SATURDAY 29

CONSERVATORY OF CINEMATOGRAPHIC ART: The Czech film "Zivy Bic" (original version) in H-110 at 8:00 p.m.; 50c for students, 75c for the public.

## SUNDAY 30

GEORGIAN FILM SOCIETY: "In Cold Blood" with Robert Blake, Scott Wilson and John Forsyth at 6 and 8:30p.m. in H-110; 75c

MAIN LIBRARY: Open for study and circulation service from 10 a.m. to 6 p.m.

Messages for the electronic bulletin board should continue to be delivered directly to the Hall Building receptionist or phoned in to 879-4545.

The telephone recording service for feeding notice of events to the TV monitors has been discontinued. 879-4545 now reaches the receptionist directly.

## Pétolas heads Physical Plant

Vice-Principal (Administration & Finance) John Smola has announced that Professor J. P. Pétolas has assumed responsibility for the Physical Plant Department, and Mr. H. Siré's organization will report to him.

This merges the planning of physical facilities with the administration of physical plant, and will place Professor Pétolas in a position of greater effectiveness in representing the University in the negotiation of capital grants with the provincial government.

## SGWU ISSUES & EVENTS

SGWU ISSUES & EVENTS is published weekly by the Information Office of Sir George Williams University, Montreal. The editorial offices are located in room 211 of the Norris Building, 1435 Drummond Street, Montreal 107, Quebec. Telephone 879-2867.

Michael Sheldon  
Malcolm Stone  
Joel McCormick

## Tips on using the Library

### Be discriminating:

Look for books BY an author in the Author-Title catalogue, books ABOUT a person in the Subject catalogue.

### Be precise:

If it's Sir John A. you are after, first try Macdonald in the subject catalogue, not just CANADA - HISTORY.

### Be prepared:

Call numbers can be handy. When looking for a specific book or for a specific subject area, check for the call number in the catalogue first.

### Be creative:

Don't give up if all the books on your reading list are out. There are other books and there are documents and periodicals too.

### Be accurate:

Fill out the complete call slip. Put all the details in the correct spaces. Ask at the Information Desk if you have trouble.

BEFORE YOU LEAVE DISSATISFIED

### Be bold:

Ask a librarian.

### Be curious:

Browse your Reference collection.